North Central Regional Transit District
Board Meeting
Friday, November 7, 2014
9:00 a.m. - 1:00 p.m.

CALL TO ORDER:

A regular meeting of the North Central Regional Transit District Board was called to order on the above date by Commissioner Miguel Chávez, Vice Chair, at 9:10 a.m. at the Jim West Transit Center, 1327 Riverside Drive, Española, New Mexico.

1. **Pledge of Allegiance**
2. **Moment of Silence**
3. **Roll Call**

Ms. Lucero called the roll and it indicated the presence of a quorum as follows:

Members	**Elected Members**	**Alternate Designees**
Los Alamos County	*Councilor Pete Sheehey*	
Rio Arriba County		*Mr. Tomás Campos*
Taos County	*Commissioner Dan Barrone* [T]	
Santa Fé County	*Commissioner Miguel Chávez*	
Nambé Pueblo	*Mr. Lonnie Montoya* [T]	
Pojoaque Pueblo	*Mr. Tim Vigil* [T]	
Ohkay Owingeh	Absent	
San Ildefonso Pueblo		*Ms. Lillian Garcia*

Santa Clara Pueblo		*Ms. Valerio [arriving later]*
Tesuque Pueblo	Absent	
City of Santa Fé	Absent	
City of Española	*Councilor Tim Salazar*	
Town of Edgewood	*Councilor Chuck Ring*	
Rio Metro (ex officio)	Ms. Elizabeth Carter	

Staff Members Present
Mr. Anthony J. Mortillaro, Executive Director
Ms. Dalene Lucero, Executive Assistant
Mr. Mike Kelly, Transit Operations Manager
Ms. Stacey McGuire, Projects and Grants Specialist
Mr. Jim Nagle, PIO
Ms. Glenda Aragon, Finance Manager

Others Present
Mr. Peter Dwyer, Legal Counsel
Mr. Carl Boaz, Stenographer
Mr. Ardee Napolitano, Rio Grande Sun
Ms. Lisa Katonak, Santa Fe County Manager's Office
Mr. Robert Griego, Santa Fe County Planning Manager
Mr. Ken Smithson, Santa Fe Trails
Mr. David Harris, NMDOT
Ms. Delilah Garcia, NMDOT
Mr. Gary Suiter, Felsburg, Holt and Ullevig
Ms. Holly Buck, Felsburg, Holt and Ullevig
Mr. Andrew Martinez, Rio Arriba County
Ms. Miranda Quintana, Town of Taos
Mr. Francisco "French" Espinoza, Town of Taos

4. INTRODUCTIONS

No introductions were made.

5. APPROVAL OF AGENDA

Vice Chair Chávez requested consideration of item B after item H in order to maintain a quorum for all action items.

Councilor Ring moved to approve the agenda as amended. Councilor Sheehey seconded the motion and it passed by unanimous voice vote.

6. APPROVAL OF MINUTES - September 5, 2014 and October 10, 2014

Mr. Mortillaro said the minutes for the September 5, 2014 meeting were corrected.

Councilor Salazar moved to approve the minutes for September as submitted (corrected). Councilor Ring seconded the motion and it passed by unanimous voice vote.

Councilor Sheehey moved to approve the minutes for October 10, 2014 as presented. Councilor Ring seconded the motion and it passed by unanimous voice vote.

7. PUBLIC COMMENTS

There were no public comments.

PRESENTATION ITEMS

A. Presentation of Federal Transit Administration Award to the North Central Regional Transit District For Outstanding Public Service in Rural Public Transportation

Mr. Mortillaro had the opportunity to attend the FTA Conference in Monterrey over a week ago where the NCRTD was presented with a service award from FTA. - One of five to receive the award. It was presented by Acting Director, Mrs. Teresa McMillan.

Mr. Mortillaro presented the award to Vice Chair Chávez for the NCRTD and those who worked over the last ten years. He read the award.

Mr. David Harris said NMDOT was really pleased with the progress and Vice Chair Chávez has been here since the beginning. It has really come a long way, physically with the facility, staff and capabilities. He was also pleased with the partnership and pleased that the FTA acknowledged that as well. Thanks to staff, drivers, Mr. Mortillaro and the Board for making it happen.

Commissioner Barrone also thanked everyone: what a great opportunity for recognizing the outstanding performance of staff and E.D.

Vice Chair Chávez offered others.

Ms. Carter congratulated the RTD for putting transportation options out there who might not have any other means of transportation. She thanked Mr. Mortillaro, and staff for their hard work.

The other board members thanked Mr. Mortillaro and staff for their hard work and dedication.

B. Presentation and Discussion of Long Range Transit Service Plan

This matter was delayed until later.

ACTION ITEMS FOR APPROVAL/DISCUSSION

C. Discussion and Consideration of Resolution 2014-18 Adding the Town of Taos as a New Member of the North Central Regional Transit District

Mr. Mortillaro reported that the Town of Taos had passed a resolution and held a public hearing for consideration of joining and as a result, requested membership and a seat on the NCRTD Board. The Resolution, if passed, would permit the Town of Taos to join as a member and membership would commence in December. Their membership would also modify the voting strengths according to the matrix in the packet (p. 38) and it would change the quorum requirements as well. The consideration of this action is being held as a public hearing on their membership. For them to become a member it would require a 2/3 majority of the members present voting affirmatively.

Mr. Dwyer put a memo in the packet on the legal analysis of membership starting on page 42. He explained that the Town of Taos doesn't add any area to the District so the only thing changing was to reduce Taos County's population by the population of the Town of Taos. He attached the IGC that needs all members to sign it. He asked that each member take it back for signature as a "novation" (to renew and refresh") and to clean up the signatures from 2013 also.

Mr. Mortillaro reviewed the amendments. The first amendment was Española's change in population and then when Edgewood joined and then again when Nambé joined as a member. None of those three versions has 100% signatures.

Mr. Dwyer asked for 100% signatures of this version.

Vice Chair Chávez asked him to send it out for signature. The memo spells it all out and if legal counsels have questions he asked them to give him a call.

Commissioner Barrone said he would appreciate a vote in favor of the Town of Taos. It is a great opportunity for collaboration with them and the NCRTD.

Mr. Mortillaro said the resolution is straightforward and as it was utilized in other new memberships. It verifies that Town of Taos adopted a resolution on October 7th, and then enumerates the intent of this body. It will make the Town of Taos a member of RTD.

Mr. Campos moved to approve Resolution 2014-18 as presented. Councilor Sheehey seconded the motion and it passed by roll call vote with the Town of Edgewood, City of Española, Los Alamos County, Pojoaque Pueblo, Rio Arriba County, Santa Fé County, San Ildefonso and Taos County voting in favor and none voting against.

Vice Chair Chávez gave congratulations to the Town of Taos.

D. Discussion and Consideration of the Intergovernmental Contract Approving Modification of Voting Strengths Analysis for the City of Santa Fe Annexation

Mr. Mortillaro explained that Santa Fé City recently annexed more of the County of Santa Fe into the city and their population grew to over 80,000 and, according to the matrix, when 80,000 is exceeded, the entity gets one additional vote. So the action is to approve an amendment to the IGC (Exhibit B) for new population numbers. Both Santa Fe City and County concurred the numbers are correct. As a result, no one lost any votes and it slightly modifies the requirements for a quorum from 7 to 8 and the Board needed at least 18 voting units to approve it. The prior amendments are included in the novation.

Mr. Dwyer confirmed it would be sent out electronically to all member entities.

Councilor Ring moved for approval of the Intergovernmental Contract as modified in Exhibit B. Ms. Garcia & Councilor Sheehey seconded the motion and it passed by unanimous roll call vote with the Town of Edgewood, City of Española, Los Alamos County, Pojoaque Pueblo, Rio Arriba County, Santa Fé County, San Ildefonso and Taos County voting in favor and none voting against.

E. Discussion and Consideration of Memorandum of Agreement between the Town of Taos and the North Central Regional Transit District Regarding Various Service Modifications and Exchanges

Mr. Mortillaro reminded the Board of the short range transit plan adopted a few months ago which identified duplication between the Chili Line and RTD routes. With adoption of the service plan, staff were to resolve that duplication and it also called for the NCRTD to look at operating express service between Santa Fé and Taos which is on weekends and performed by the Chili Line. After a number of months and lots of cooperation, this MOA implements those discussions.

He highlighted the key provisions which, if approved by the Board and Town Council, what is known as UNM-Klauer route would be deleted by the NCRTD and incorporated into the Chili Line Red Line route. It also agreed that any faculty or student would not be charged a fare if presenting student ID. And lastly, would commence on January 20, 2015 when students return after holiday break. The District will take over the Express service so it will operate on Saturdays and Sundays and be our first foray into weekend service and the first time we will charge a fare but only on weekend service at $5 each way. He will bring a resolution in December to authorize assessing a fare for that service.

On April 1, 2015, the Town of Taos will transfer to the RTD Unit 30, the bus that operates on that route. The District will compensate the Town of Taos $15,000 for use of that 18 month old bus. Since there is no other change in funds, the Town of Taos will submit in their 5311 application that change and it should not bring any reduction in funds for the District or Town.

Ms. Quintana and Mr. Espinoza, representing the Town of Taos, acknowledged the agreement and were looking forward to the new route arrangements.

Commissioner Barrone said he was looking forward to these services and medical access that would result. This was first set up to have it for visitors to Taos but really looked at the opportunity to get riders to appointments and back.

Commissioner Barrone moved to approve the MOA. Mr. Campos seconded the motion and it passed by unanimous roll call vote with the Town of Edgewood, City of Española, Los Alamos County, Pojoaque Pueblo, Rio Arriba County, Santa Fé County, San Ildefonso and Taos County voting in favor and none voting against.

F. Discussion and Consideration of Resolution 2014-19 Adopting Revised Paratransit and Demand Policies

Mr. Kelly clarified this as an annual housekeeping issue. Back in April 2014 we brought modifications and additions to the Plan and Policies. We added Demand, Dial a Ride and Paratransit into one policy. We submitted for State review and, based on certain federal requirements, need to have the ADA policy separate. They found a few findings to improve our language so those are also listed in both documents.

This includes clarified language for requests, a downloadable application, changed

language on wheelchairs like the ability to lift a certain amount of weight and if they block an aisle and other safety disclosures if we couldn't transport them. They also noted that both fares (door to door or curb) be set at $1.00 to be fair. It can be reviewed annually.

Councilor Sheehey asked Mr. Kelly for the difference in the two services.

Mr. Kelly said the low ridership at Pojoaque Pueblo meant they would be best served to use dial a ride service and not demand response. Demand response came into the district 10 years ago when the RTD brought in the Rio Arriba transit service which was demand response. They are very similar. It is a 24 hour or one day in advance phone call and doesn't provide same-day service. But same day service on space available can be provided in Pojoaque with the new technology if space was available.

Vice Chair Chávez moved to approve the Resolution 2014-19 as presented. Commissioner Barrone seconded the motion and it passed by unanimous roll call vote with the Town of Edgewood, City of Española, Los Alamos County, Pojoaque Pueblo, Rio Arriba County, Santa Fé County, San Ildefonso and Taos County voting in favor and none voting against.

G. Continued Discussion and Possible Direction Regarding Jicarilla Apache Nation Service Request

Ms. McGuire said the Rio Arriba County Manager presented the request for Jicarilla Apache Nation last month. The Chama Route is three times per week. In January it will become five times weekly and most likely Jicarilla could become an extension of the Chama route which is 27 miles west of Chama. Staff needs to further assess the feasibility and funding for this request. It was not included in the 5-year service plan. It would take into account multiple stops including the Tribal headquarters, a supermarket and will work to identifying funding for the extension for service and have discussions with Jicarilla and residents to see when and where it would be most beneficial.

Ms. Valério arrived at 10:02.

Mr. Campos reported that Councilman Leon Varela, approached him for this service. Mr. Campos recommended the District study it further and meet with their Council to explain the service requested. The Nation is about 1/3 of the County and has not much tax base but the County receives revenues from oil and gas production there.

Councilor Sheehey understood conversations were also going on about Jicarilla joining RTD as a member. He asked if that would put RTD in a better position to then apply for federal funds which are sometimes earmarked for pueblos.

Ms. McGuire said she could look into tribal transit funding. There could be an opportunity there for the Chama route if they went on to Dulce. Beyond that, she was sure

there were other opportunities for increased mileage that FTA looks to in allocations. In their discussions, they didn't get to funding but talked about needs. She and Councilman Varela were coming at it from a similar approach to start small and maybe even on a trial basis. In conversations, they talked about starting with one/week to test waters and go from there. But they felt it would be in everyone's interest to get more information from residents to determine the level of interest there.

Mr. Chávez moved to direct staff to continue efforts to identify funding sources for Jicarilla route service. Councilor Ring seconded the motion and it passed by unanimous roll call vote with the Town of Edgewood, City of Española, Los Alamos County, Pojoaque Pueblo, Rio Arriba County, Santa Fé County, San Ildefonso, Santa Clara, and Taos County voting in favor and none voting against.

H. Discussion and Consideration of Resolution No. 2014-20 Authorizing the Submittal of an Application for Federal Section 5310 Funding in Federal Fiscal Year 2016

Ms. McGuire said the Section 5310 provides funds to serve elderly and disabled riders. It was due on September 5, 2014 but she had discussions with DOT and determined the RTD is eligible for this funding so it was submitted to DOT to request $461,000 for demand response vehicles with an 80/20 match.

The resolution commits to the local match and since matching funds were not included in the budget, this would be a revision to the budget and RTD does have enough funds to provide them. Without this funding, the District would have diminished ability by $261,000.

Councilor Ring moved to adopt the Resolution 2014-20 and call for an amendment of the budget. Councilor Salazar seconded the motion and it passed by unanimous roll call vote with **the Town of Edgewood, City of Española, Los Alamos County, Pojoaque Pueblo, Rio Arriba County, Santa Fé County, San Ildefonso, Santa Clara, and Taos County voting in favor and none voting against.**

DISCUSSION ITEMS

I. Discussion and Review of Ski Santa Fe Service Update

Vice Chair Chávez asked about the status of the Santa Fé Ski Service.

Mr. Mortillaro said they reached a need for discussions on funding. He was waiting to hear back from the City of Santa Fé's participation. The County has confirmed their presence and hopefully a report back in December.

J. Financial Report for October 2014

K. Finance Subcommittee Report

There was no report.

L. Tribal Subcommittee Report

There was no report

M. Executive Report for October 2014 and Comments from the Executive Director

1. Executive Report

2. Performance Measures for September 2014

3. Ridership Report for September 2014

B. NCRTD - Long-Range Transit Service Plan - Holly Buck and Gary Suiter, Felsburg, Holt and Ullevig

Mr. Mortillaro introduced Holly Buck and Gary Suiter to present their work on the plan and to lead exercises as a workshop to work on the Plan.

They described the nine tasks in the project summary and displayed an eight-month schedule for completing the long range transit plan. Ms. Buck said they would return in January, March and May and shared the agenda for each one. They led the Board through several exercises regarding Vision and Goals that included a discussion on strengths and weaknesses of the District. The Board members identified strengths and weaknesses which Mr. Suiter recorded for their use in planning.

Several members of the public also made comments about the process and their views of the District.

At 10:51, the Board broke into four groups to discuss the ideal picture of the NCRTD in the future and reported back to the consultants at 11:20 a.m. Mr. Suiter recorded their responses.

MATTERS FROM THE BOARD

Ms. Garcia excused herself from the meeting at 11:20 a.m.

MISCELLANEOUS

Mr. Mortillaro announced that Ms. Aragon is moving to Colorado for professional and personal reasons and recognized her contributions over past 2.5 years to the District.

Several Board members thanked her for her service and wished her well for her future.

ADJOURN – Next Board Meeting: December 5, 2014 at 9:00 a.m.

Vice Chair Chávez adjourned the meeting at 12:01 p.m.

Approved by:

Daniel R. Barrone, Chair

Attest:

Dennis Tim Salazar, Secretary

Submitted by:

Carl Boaz for Carl G. Boaz, Inc.